

**UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
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To: Colorado Field Office Managers, Public Affairs, And Volunteer Coordinators

From: State Director

Subject: Bureau of Land Management (BLM) Colorado Volunteer Program Strategy

Program Area: Volunteer Program.

Purpose: This Instruction Memorandum (IM) formally establishes and transmits the BLM Colorado Volunteer Program Strategy (CVPS).

Policy/Action: As part of implementing the National Volunteer Strategy, BLM Colorado is adopting a Colorado Volunteer Program Strategy. Implementation of the actions set out in the attached strategy is to begin the date of this IM.

As the Bureau faces the growing challenge of accomplishing more work with a level labor force, volunteers can—and *must*—play a key role in helping to maintain the health and productivity of the public lands. They should be considered an essential component of BLM's team of human resources. In 2004 alone, volunteer's contributions to BLM Colorado were equivalent to the work of approximately 94 full-time agency employees, a value of over three million dollars.

All the Field Office Managers are asked to make necessary resources available to implement the new BLM CVPS. Such resources are to include, but are not limited to:

- Designate a Volunteer Coordinator.
- Provide time for volunteer coordinators to manage the volunteer program.
- Provide time for staff to develop projects and work with volunteers.
- Provide project leads for volunteer activities.
- Provide resources devoted to make the volunteer program a statewide priority.

Accountability standards for the Colorado Volunteer Program are contained in the new National Strategy and IM. Annual accounts of strategy implementation progress will be provided to the Executive Leadership Team, and will be collected by the State Office.

Timeframe: The attached strategy will serve to guide the BLM Volunteer Program for the period FY 2005-2009.

Background: The BLM Volunteer Program National Strategy 2004 directs each state to develop a needs assessment and prepare an action plan. A needs assessment was conducted by Colorado in 2004. The key findings from the assessment were:

- Not enough time/resources were devoted to volunteer opportunities including: recruitment, screening, training, and supervision.
- We under utilize volunteers in some programs.
- The amount of time and differing responsibilities of collateral duty volunteers coordinators made it difficult to administer their programs.

In 2005, the Colorado Volunteer Program Strategy was developed through telephone and email discussions with Volunteer Coordinators, Recreation and Resource Staff, and representatives from Volunteers for Outdoor Colorado. On May 9, 2005, a meeting was held to write the first draft of the plan. The draft plan was sent out for review by Field Office Managers on May 27, 2005.

Impact on Budget: Integration of volunteers into BLM management programs is a cost effective means of expanding the Bureau's capabilities.

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State Director

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3 - Attachments:

- 1 - Colorado Volunteer Strategy 2005 (15 pp)
- 2 - WO IM No. 2005-034 (5 pp)
- 3 - BLM Volunteer Program National Strategy 2004 (32 pp)